

*City of Alexandria, Virginia*

MEMORANDUM

DATE: MARCH 11, 2010  
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
FROM: JAMES K. HARTMANN, CITY MANAGER   
SUBJECT: BUDGET MEMO # 12 : COST OF THE PROPOSED Q STEP

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This memo is a response to Mayor Euille's question, "Of the \$2.8 million cost for the merit/step in FY 2011, how much of this total is the cost of the Q step?"

The \$2.8 million identified as the cost of merit/step increases does not include the Q step. The cost to implement the additional Q step for the over 450 employees who are at the top of the pay scale will be \$570,000 in FY 2011. Both the merit/step increase and the addition of the Q step are included in the FY 2011 proposed budget.